Directions: These resources will support you in the development of your knowledge and skills for training, training design, and coaching.

This icon 🌐 means that you are leaving a Department of Health and Human Services (HHS) web site. This external link provides additional information that is consistent with the intended purpose of the Federal site. Linking to a non-Federal site does not constitute an endorsement by HHS or any of its employees of the sponsors or the information and products presented on the site. HHS cannot attest to the accuracy of information provided by this link. You will be subject to the destination site's privacy policy when you follow the link.

Resource	Link
CMS Forms	CMS Forms
State Operations Manual	SOM
Survey and Certification (S&C) Memos	Survey and Certification Memos
S&C Emergency Preparedness Website	S&C Emergency Preparedness
Association for Talent Development (ATD)	🌐 ATD
International Society for Performance Improvement (ISPI)	🌐 ISPI
I-TECH	🌐 I-TECH
United States Office of Personnel Management (OPM): *Training Evaluation Field Guide—Demonstrating the Value of Training at Every Level*	🌐 OPM Training Evaluation

Article	WebLink
Instructional System Design— Analysis Phase by Don Clark	http://www.nwlink.com (Big Dog & Little Dog's Performance Juxtaposition)
Needs Analysis: How to Determine Training Needs	HR-Guide
Solution Engineering: Ten tips for beefing up your problem solving toolbox	Nickols
Train the Trainer Vol I: Foundations and Delivery	http://www.astd.org/
The One Minute Preceptor	http://www.oucom.ohiou.edu/
What not to do when teaching cases *Journal of College Science Teaching,* Vol 5, pp. 292-294	Journal of College Science Teaching
Queensland University Problem Based Learning for Students	Queensland University

Book	Description
The Adult Learner: The Definitive Classic in Adult Education and Human Resource Development by Malcolm S. Knowles, Elwood F. Holton III, & Richard A. Swanson, Elsevier, 2005.	A classic in the theory of adult learning, it was updated in 2011 with the latest developments in the field.
Analyzing Performance Problems or 'You Really Oughta Wanna' by Robert F. Mager & Peter Pike, The Center for Effective Performance, 1997	Leaders in their field author one of the best and easiest books on analyzing performance problems.
The Action Learning Guidebook: A Real-Time Strategy for Problem Solving, Training Design, and Employee Development by William J. Rothwell, Josey-Bass/Pfieffer, 1999.	A comprehensive guide to Action Learning by one of the best known and respected leaders in the training field.

Book	Description
The Winning Trainer: Winning Ways in which to Involve People in Training, 4th edition, by Julius E. Eitington, Butterworth-Heinemann, 2002.	One of the best compilations to help focus on the many ways in which to involve learners in the classroom.
Instructional Design Strategies and Tactics by Cynthia B. Leshin, Joellyn Pollock, and Charles M. Reigeluth, Educational Technology Publications, 1992.	Includes units on Analyzing Needs, Selecting and Sequencing Content, Developing Lessons, Media Utilization, and Evaluation.
How to Design a Training Course: A Guide to Participatory Curriculum Development by Peter Taylor, Continuum, 2003.	A comprehensive look at options for developing interactive courses to promote student involvement in the learning.
Improving Patient Safety Through Teamwork and Team Training by editors Eduardo Salas and Karen Frush, Oxford University Press, 2013.	A compilation of articles focused on team training within the healthcare profession.
Training Design and Delivery: A Guide for Every Trainer, Training Manager, and Occasional Trainer, 2nd Edition, by Gerie E. McArdle, ASTD Press, 2007	This is a structured systems approach to needs assessment, design, development, implementation, and evaluation.
Rapid Needs Analysis, by Susan Barksdale and Teri Lund	The ASTD Learning and Performance Workbook Series, 2006
Rapid Evaluation, by Susan Barksdale and Teri Lund	Contains evaluation tools, checklists and examples The ASTD Learning and Performance Workbook Series, 2001